

CITY PLAN COMMISSION
MONDAY, MARCH 18, 2013 - 6:30PM
COUNCIL CHAMBERS, CITY HALL

Mayor Connors called the meeting to order at 6:34 p.m.

Roll Call. Alderman Hougen, Commissioners Olson, Skates and Poetzing. Also Present: Mayor Connors, City Attorney Draper, Building/Zoning Administrator Brugger, City Administrator Jordan and City Clerk Hawes. City Planner Slavney and Commissioner Flower were excused.

Approval of Minutes

Hougen/Skates motion to approve Plan Commission meeting minutes of February 18, 2013, as distributed. Motion carried by a vote of 5 to 0.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to five (5) minutes. Applicants will be allowed when their item is discussed. None.

Correspondence. None.

Public Hearing and recommendation on a Conditional Use Application filed by Immanuel Evangelical Lutheran Church of Lake Geneva, 1229 Park Row, Lake Geneva, WI 53147, for a new church facility (Indoor Institutional) in the Rural Holding (RH) zoning district located at Bloomfield Road and Highway 120, TAX KEY NO. ZA4330 00001.

Peter Jurgens, representing Immanuel Evangelical Lutheran Church approached the Commission and explained the project. The Commission discussed the plans relating to catch basins, curb cuts, parking, the proposed coffee bar and easements. Mr. Jurgens said he will work with the City Engineer to resolve any remaining issues.

Hougen/Olson motion to close the public hearing. Motion carried by a vote of 5 to 0.

Hougen/Skates motion to approve the Conditional Use Application filed by Immanuel Evangelical Lutheran Church of Lake Geneva, 1229 Park Row, Lake Geneva, WI 53147, for a new church facility (Indoor Institutional) in the Rural Holding (RH) zoning district located at Bloomfield Road and Highway 120, TAX KEY NO. ZA4330 00001, including all staff and City Engineer recommendations, obtaining the necessary easements and confirmation of access points with the Town of Bloomfield. Motion carried by a vote of 5 to 0.

Review and recommendation on a referral from the Common Council (February 25, 2013 meeting) on a request by Windstream Wireless for the location of underground conduit to be placed through the City of Lake Geneva within the road right of way.

Jim Kostuch, representing Windstream Communications approached the Commission and explained the request. Mr. Kostuch said they would install underground conduit from the intersection of CTH "H" and Townline Road, up Curtis Street, overhead to Main Street, and then underground again to the medical facility located on Peller Road near Main Street. He said the project would take approximately four weeks to complete after approval. Most of the work would take place in the terrace area between the sidewalk and curb; he said they will replace any sidewalk that is disturbed.

Connors/Skates motion to recommend approval of the request by Windstream Wireless to install underground conduit through the City of Lake Geneva within the road right of way, with the condition that staff confirm restoration upon completion. Motion carried by a vote of 5 to 0.

Review and Action on a Certified Survey Map submitted by Jodeen Mikkelsen, N1595 E Lakeside Lane, Lake Geneva, WI 53147, for property at 942 Maxwell Street and 1200 La Salle Street, Tax Key Numbers ZCL2 00014A and ZCL2 00014 respectively.

Jodeen Mikkelsen, N1595 E Lakeside Road, Town of Lyons, approached the Commission and explained the request.

Skates/Poetzinger motion to approve the Certified Survey Map submitted by Jodeen Mikkelsen, N1595 E Lakeside Lane, Lake Geneva, WI 53147, for property at 942 Maxwell Street and 1200 La Salle Street, Tax Key Numbers ZCL2 00014A and ZCL2 00014 respectively, with all staff recommendations and satisfaction of all items reflected in the City Engineer letter dated March 12, 2013. Motion carried by a vote of 5 to 0.

Discussion and recommendation on request for minor changes to building elevations for an approved PIP building addition filed by Trostels Ltd., 901 Maxwell St., Lake Geneva, WI 53147, Tax Key Number ZCL2 00015.

Ian Van Handel, representing Trostel, approached the podium to explain the request. Mr. Van Handel said the minor changes they are requesting involve dock layout modifications, roof pitch direction resulting in Parapet modifications and storm water location and north and east pre-engineered exterior material changing to surface mounted panel application. It was determined during the discussion that Trostel could use the pre-engineered exterior material on all building surfaces. The Commission also discussed stormwater management.

Connors/Hougen motion to deem these as minor changes that would not necessitate an amendment to the PIP and a public hearing. Motion carried by a vote of 5 to 0.

Hougen/Skates motion to approve the request for minor changes to building elevations for an approved PIP building addition filed by Trostels Ltd., 901 Maxwell St., Lake Geneva, WI 53147, Tax Key Number ZCL2 00015, including all staff and City Engineer recommendations. Motion carried by a vote of 5 to 0.

Discussion and possible action on a request from the Zoning Administrator to hold a public hearing on an amendment to Sec. 98-913(9)(c) Residential Construction to eliminate a conflict in the regulations.

Connors/Skates motion to hold a public hearing on an amendment to Sec. 98-913(9)(c) Residential Construction to eliminate a conflict in the regulations at the April 15 Plan Commission meeting. Motion carried by a vote of 5 to 0.

Set public hearing for permanent zoning on parcels annexed into the City in 2012, ZYUP 00195 (School District of Lake Geneva), ZA4330 00001 (Immanuel Evangelical Lutheran Church), and ZA4457 00001 (Hart/Levitt – Curtis Street/Skyline Drive).

Building/Zoning Administrator Brugger explained that a public hearing is required for amending the zoning map to reflect the official zoning of recently annexed properties.

Skates/Olson motion to set public hearing at April 15 plan commission meeting for permanent zoning on parcels annexed into the City in 2012, ZYUP 00195 (School District of Lake Geneva), ZA4330 00001 (Immanuel Evangelical Lutheran Church), and ZA4457 00001 (Hart/Levitt – Curtis Street/Skyline Drive). Motion carried by a vote of 5 to 0.

Downtown Design Review.

Skates/Hougen motion to approve the awning and sign for 728 Main Street. Motion carried by a vote of 5 to 0.

Adjournment

Skates/Hougen motion to adjourn at 7:30 p.m. Motion carried by a vote of 5 to 0.

/s/ Michael D. Hawes, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
BY THE PLAN COMMISSION**